

**1. Call to Order**

Cathy Ziglar, Chair, called the regular meeting of the Des Moines County Conservation Board to order at 5.32 p.m. at the Des Moines County Conservation Administration Building.

**Those Members Present:** Cathy Ziglar, James Steer, Jim Garnjobst, Angela Vaughan and LaVon Worley

**Those Members Absent:** None

**Others Present:** Chris Lee and Office Manager Behne

**2. a. Additions and Deletions to Agenda:**

None

**3. Delegations/Public Input:**

a. None

**4. Member Agreement and Oath of Office**

a. Cathy Ziglar

Oath of office was read in for the record and witnessed by Vice Chair Jim Steer & Secretary/Treasurer Jim Garnjobst.

**5. Election of Officers**

a. Chairman – Jim Steer

b. Vice Chairman – Jim Garnjobst

c. Secretary/Treasurer – LaVon Worley

d. Member – Angela Vaughan

e. Member – Cathy Ziglar

**#01.** Motion by Angela Vaughan, seconded by Jim Garnjobst, to approve the Election of Officers for 2015 as listed above. Motion passed unanimously by those members present.

**6. a. Approval of Minutes for December 03, 2014:**

**#02.** Motion by Jim Garnjobst, seconded by Angela Vaughan, to approve the minutes of the December 03, 2014 Board Meeting. Motion passed unanimously by those members present.

**7. Approval of Report of Activities for December 2014:**

**#03** a. Motion by Jim Garnjobst, seconded by LaVon Worley to approve the reports of activity for December 2014. Motion passed unanimously by those members present.

**8. Approval of Claims for December 2014:**

**#04.** a. Motion by Jim Garnjobst, seconded by Angela Vaughan, to approve the claims for December 2014. Motion passed unanimously by those members present.

**9. Acceptance of Donations**

a. Tom & Tyler Jalinski. Helped build climbing wall expansion.

b. Katie Powers (AWANA Club) \$100.00 for the SEIAC. Donation to thank them for the night at the observatory.

c. John Witte Foundation. \$10,000. Leopold Recreation Land Purchase.

d. John Witte Foundation. \$8,000. Repainting of the Witte Observatory.

e. John Peterson. Three (3) Pair Cross Country Ski's. One (1) pair of Boots. Box of ski wax. Valued at \$200.00.

f. Fye Excavation. Two (2) Dump truck loads of black dirt for area around BH Park Name Sign. Valued at \$500.00.

- g. Chad Myers. (With the help of Justin Dean) Installed the large limestone rocks around new BH Park name sign. Landscaping. Valued at \$5,000.00
- h. Phyllis H. Rothlauf. \$50.00 in Memory of Robert Rothlauf for wetland development. Yearly donation.
- i. Donna Austin. Two (2) cans of Kitten replacement milk and one small bag of kitten food. Valued \$50.00.
- j. Martha Mansheim. Two (2) twenty pound bags of cat food. Twenty-four (24) cans of cat food. Two (2) Cuddle Huts. Valued \$75.00
- k. Katheryn R. Peck of Fairfield, IA. \$50.00 cash. Yearly donation.

**10. Committee Reports:**

- a. **Shooting Range:** Jim Steer attended an advisory meeting on December 17, 2014.
- b. **Flint River Trails:** Jim Garnjobst - No report.
- c. **Observatory:** No report. SEIAC's next meeting will be 6:30 pm February 19<sup>th</sup> at the library.
- d. **REAP:** Cathy Ziglar - No report. Mentioned a December 17<sup>th</sup> article regarding REAP partnering with Early Childhood Development Programs. Iwill Day at the Capital will be taking place this January 26<sup>th</sup>.

**11. Project Updates: By Director Lee**

a.. **Leopold Recreation Area.**

The Title Abstract is currently in the hands of Cray, Goddard, Miller, Taylor, & Gerling, L.L.P. and will soon be delivered for final transfer. The property will then be available for purchase and transfer to Des Moines County.

b. **Big Hollow:**

- The RFP for the Shooting Range Berms are all out and due back prior to January 30<sup>th</sup>.
- The Entrance sign has been completed and looks great. Ranger Rogge has taken this on and done a great job.
- Ice on the lake is currently at 3 ½ to 4 ½". The ice on the main lake has not been measured to date but with the current cold spell the ice fishing should be taking off.
- The requested follow-up meeting with IDNR, US Gypsum and Conservation will be taking place on Monday January 12, 2015.

c. **Starr's Cave Nature Center Upgrades:**

The flooring work began in the basement area of SCNC. The work, at this time, is approximately 80% complete and will most probably be completed on 01-09-15.

A new 200 Amp electrical service will be installed to bring the required electrical grid up-to-date for what the building is to be used for. A licensed electrical contractor will be doing the work.

Restrooms will, at some time in the near future, be renovated to ADA compliant facilities.

- d. **Other:** LaVon advised that there is wood available for a Leopold Sign that the Leopold Heritage Group would like to have done sometime this winter as Pat Rogge can schedule it. Wood and financing for the project will come from the Leopold Heritage Group.

**12. Old Business: Big Hollow Shooting Range SOP:**

Although the Big Hollow Shooting Range SOP was approved at the December 03, 2014 meeting there was an addition after the signing of the document.

- #05. a. Motion by LaVon Worley, seconded by Angela Vaughan, to approve the document with additions. Motion passed unanimously by those members present.

13. **New Business:**

a. **SCNC beer/wine permit - Lee**

Director Lee requested that wine/beer be permitted for the January 31<sup>st</sup> staff get-together.

#06. A motion by Angela Vaughan, seconded by Cathy Ziglar, to allow Director Lee the requested beer and wine permit for the staff party. Motion passed unanimously by all members present.

b. **Appointments of committee reps/liaisons**

The following appointments were made by Chairman Jim Steer.

Shooting Range Advisory: Jim Garnjobst

Flint River Trail: Cathy Ziglar

Observatory: LaVon Worley

REAP: (IWILL) Jim Steer

#07. A motion by Cathy Ziglar, seconded by LaVon Worley, to approve the appointments for the upcoming calendar year. Motion approved unanimously by all members present.

c. **Bylaws review:** After reviewing the Bylaws as currently adopted two changes were noted and approved to be changed.

Paragraph: 2.1 were requested to be changed from "...meeting to be held at Starr's Cave Nature Center". to the Des Moines County Conservation Office.

Paragraph: 3.2.2 wording was requested to be changed from "...president." to chair or chairman.

#08. A motion by Jim Garnjobst, seconded by LaVon Worley, to approve the requested changes and to have the Bylaws brought back to the next meeting for final approval. Motion passed unanimously by all members present.

d. **2015/2016 Budget & Strategic Priorities:**

The Board reviewed the proposed budget for FY 15/16 and Strategic Priorities.

#09. A motion by Angela Vaughan, seconded by LaVon Worley, to approve the proposed budget for FY 15/16 be presented to the Board of Supervisors as presented. Motion approved unanimously by all members present.

e. **Director Review:**

The Board will meet at 5:00 p.m. on February 4<sup>th</sup>, 2015 to discuss their individual reviews and then at a time to be determined Chair Jim Steer will meet with Director Lee for his Review.

14. **Informational Items/Correspondence:**

a. **Residence Inspections**

Both county residences are ready for inspections. A listing of available time's will be provided to board members so they can decide best times and dates to accomplish the inspections.

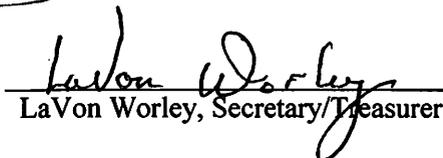
15. **Adjournment: Meeting adjourned at 6:57 p.m.**

#10. A motion by LaVon Worley, seconded by Angela Vaughan, to adjourn the meeting.

Motion passed unanimously by all members.

Next meeting will be held at the Des Moines County Administration Office at 13700 Washington Road in West Burlington, IA. Meeting will be held at 5:30 p.m. on Wednesday February 04, 2015. The public is welcome.

  
James Steer, Chair

  
LaVon Worley, Secretary/Treasurer